

Fair Political Practices Commission
MEMORANDUM

To: Chairman Randolph, Commissioners Blair, Downey, Huguenin and Remy

From: Carla Wardlow
Chief, Technical Assistance Division
Luisa Menchaca
General Counsel

Date: June 27, 2005

Subject: Approval of Forms and Manuals

The following are submitted for your approval:

- Lobbying Disclosure Information Manual (July 2005)

The Lobbying Disclosure Information Manual has been updated to incorporate legislative and regulatory changes enacted since the manual was last published. In addition, we have reformatted the manual, eliminated duplicative information on completing forms, and added more examples and frequently asked questions. A draft of the manual was posted on the FPPC website on June 2, 2005, and an interested persons meeting to receive public comment was held on June 21.

- Form 700-U, Statement of Economic Interests for Principal Investigators

The Form 700-U was revised to incorporate amendments adopted in May to regulation 18755, eliminating the requirement that principal investigators employed by the University of California or California State University with responsibility for research projects file what was known as a “completion statement.” The statement was filed at the end of the project or when funding for the project ceased. The form has been revised to remove reference to the completion statement.

Regulation 18755 also was amended to include a list of certain nonprofit entities not required to be disclosed on Form 700-U. Reference to the list has been added to the instructions, along with the standard privacy information notice for FPPC forms.

The Form 700-U revisions were posted on the website on June 8, 2005. No public comments were received.

Staff requests your approval of the manual and form.